

Account Balance Worksheet

Use this worksheet to balance your checkbook register with the checking account balance shown on your most recent bank statement.

1. Enter your account balance shown on your checking Statement. \$ _____
Last Statement Balance

2. Enter deposits that do not appear on your statement. Include interest earned and deposits made through ATMs and direct deposits.

Date	Amount	Date	Amount
_____	_____	_____	_____
_____	_____	_____	_____
			+\$ _____ Total Deposits

Subtotal by adding steps 1 and 2. =\$ _____
Last Balance + Deposits

3. Enter outstanding checks, transfers or withdrawals not appearing on your statement. Include any debit card purchase, ATM withdrawals, automated payments and fees.

Date/Check #	Amount	Date/Check #	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
			=\$ _____ Total Outstanding Debits

4. Subtract step 4 from step 3. This should match your checkbook register balance.

=\$ _____
Checking Account Balance